Habitat Conservation Fund (HCF)

Office of Grants and Local Services

HCF History

California Wildlife Protection Act (Mountain Lion Initiative)

Proposition 117 passed in 1990

30 Year Program – sunsets 2019/20

HCF Procedural Guide

Revised in 2007

Use copy dated MAY 2007

Procedural Guide
for the

Habitat Conservation Fund Program

Under the California Wildlife Protection Act of 1990
(Proposition 117 Initiative)

State of California
The Resources Agency
Department of Parks and Recreation

"Creating Community through People, Parks, and Programs"

HCF Eligible Applicants

State of California

California State Parks

Cities

Counties

Districts
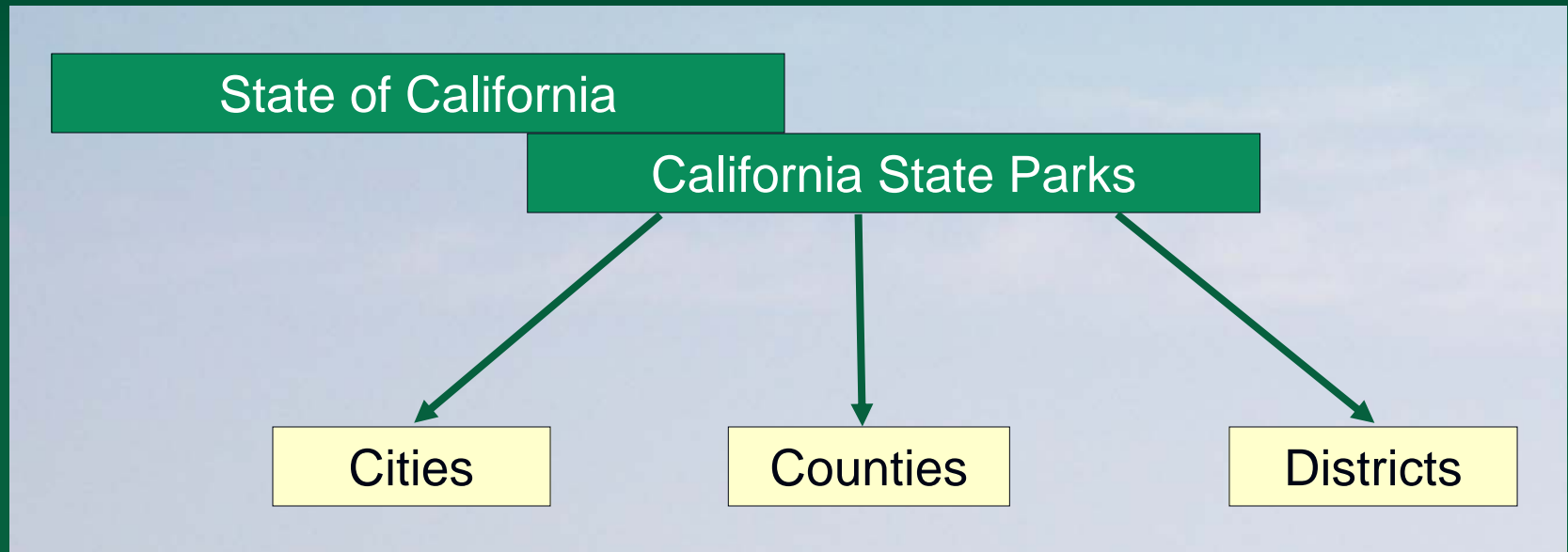
There is no limit on the number of applications an applicant can submit!

HCF Project Categories

Wetlands Habitat Projects

Anadromous Salmonids and Trout Habitat

Program   **Trails**   **Riparian Habitat**

Deer/Mountain Lion Habitat

Rare, Endangered, Threatened, or Fully Protected Species Habitat

HCF Project Categories

Wetlands habitat

Acquisition, enhancement, or restoration of Wetlands habitat

HCF Project Categories

Anadromous Salmonids and Anadromous Trout Habitat

Acquisition, enhancement, or restoration of aquatic habitat for spawning and rearing of Anadromous Salmonids and trout resources

HCF Project Categories

Riparian Habitat

Acquisition, enhancement, or restoration of Riparian habitat

HCF Project Categories

Trails

Acquisition or development of trails which provide opportunity for urban residents to experience wildlife Areas

HCF Project Categories

Programs

An event, or series of events intended to bring urban residents into areas with indigenous plants and animals

HCF Project Categories

Deer/Mountain Lion Habitat

Acquisition of habitat necessary to protect deer and mountain lions.
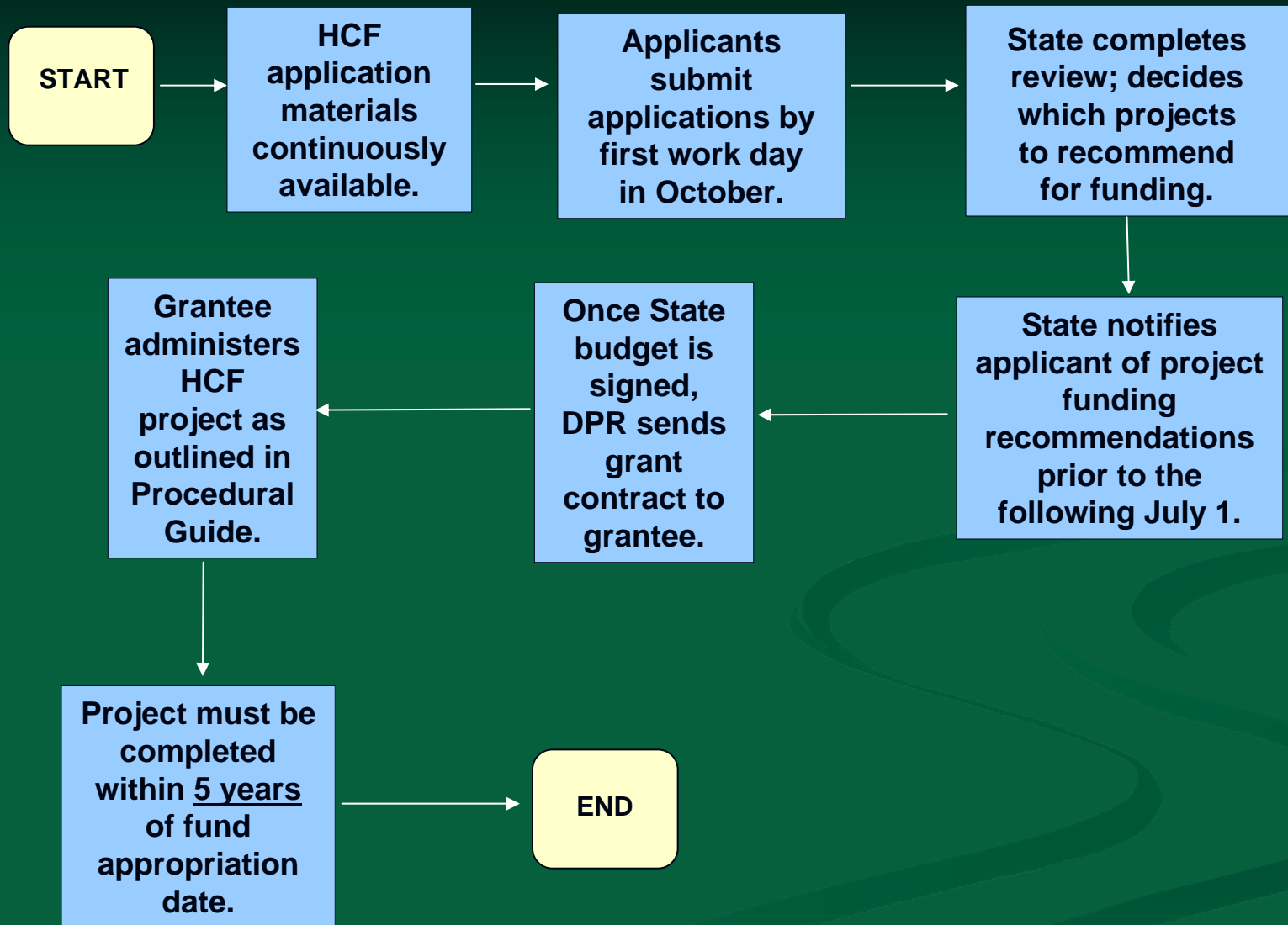
HCF Project Categories

Rare, Endangered, Threatened, or Fully
Protected
Species Habitat

Acquisition of habitat
necessary to protect rare,
threatened, endangered, or
fully-protected species.

HABITAT CONSERVATION FUND PROGRAM (HCF)

START → HCF application materials continuously available. → Applicants submit applications by first work day in October. → State completes review; decides which projects to recommend for funding.

State completes review; decides which projects to recommend for funding. → State notifies applicant of project funding recommendations prior to the following July 1. → Once State budget is signed, DPR sends grant contract to grantee. → Grantee administers HCF project as outlined in Procedural Guide.

Grantee administers HCF project as outlined in Procedural Guide. → Project must be completed within 5 years of fund appropriation date. → END

Ineligible HCF Project Examples

- Acquisition which involves condemnation (eminent domain).

- Projects combining Acquisition **or** Programs with any other type of Project.

- Enhancement, Restoration or Development Projects without land tenure.

- Program or Trail Projects without public access.

- Projects that do not comply with all applicable current laws and regulations.

- Projects outside the boundaries of the State of California.

- Project costs for normal, routine or reoccurring maintenance.

- **See the Procedural Guide for a full listing.**

HCF
Application Package

Checklist Items can Make or Break

an Application…

HCF
Application Package

Application Form

- Appropriate form:

  - Make sure correct Program Type is checked.

- *The Application form must be completed and signed by the Applicant's Authorized Representative.*

- Land Tenure for Enhancement, Restoration, and Development Projects – need to provide "Ownership document Recordation #."

- Grant Scope = **"What are the project elements?"**

"Must" = Describe the Project (Grant + Match).

"Should Not" = Include merits of the project.

Site Plan

- **Can be either a drawing _or_ depiction of project.**
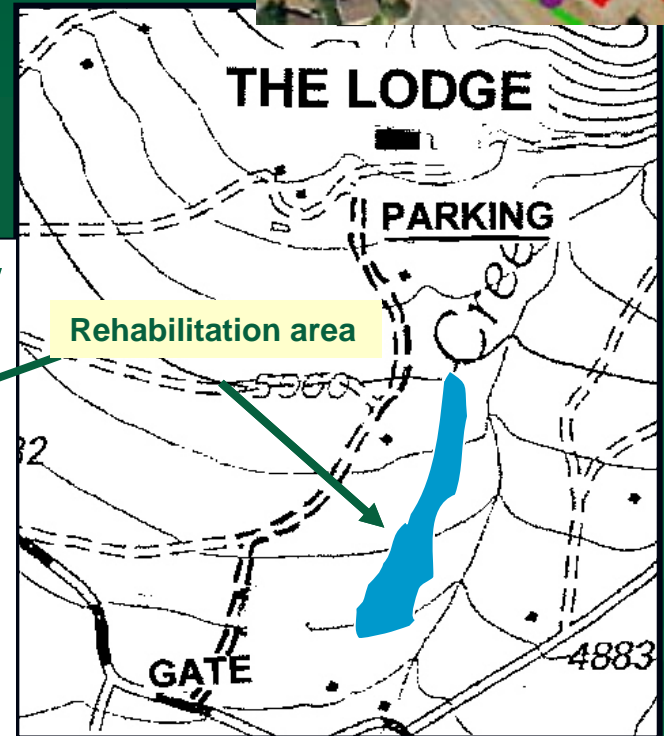
- **Show major scope items.**

Interpretive Signs

THE LODGE

PARKING

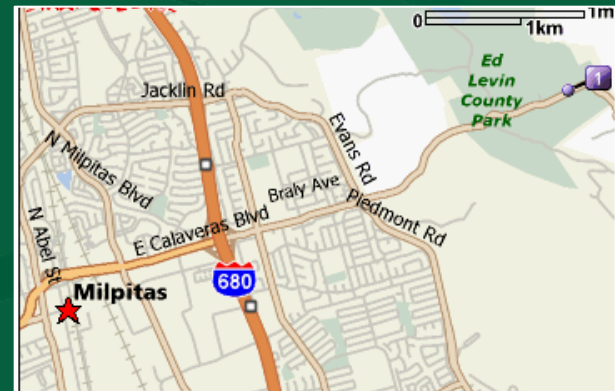**Enlarged View**

Rehabilitation area

Remove non-native species

GATE
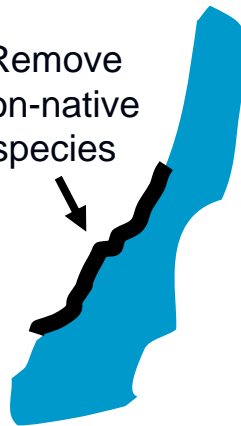
Project Location Maps

- **Give good regional location**

- **Identify the project location on the map**

- **Give cross streets if no address**

- **See Procedural Guide for more details**

Topographic Maps

- **The maps need to be detailed enough to identify the project elements.**

- **Look at category-specific criteria to ensure you capture any additional required information.**

- **Simple "off the shelf" or on-line programs will work**

Rehabilitation area

Big Rock Ranch

Big Rock
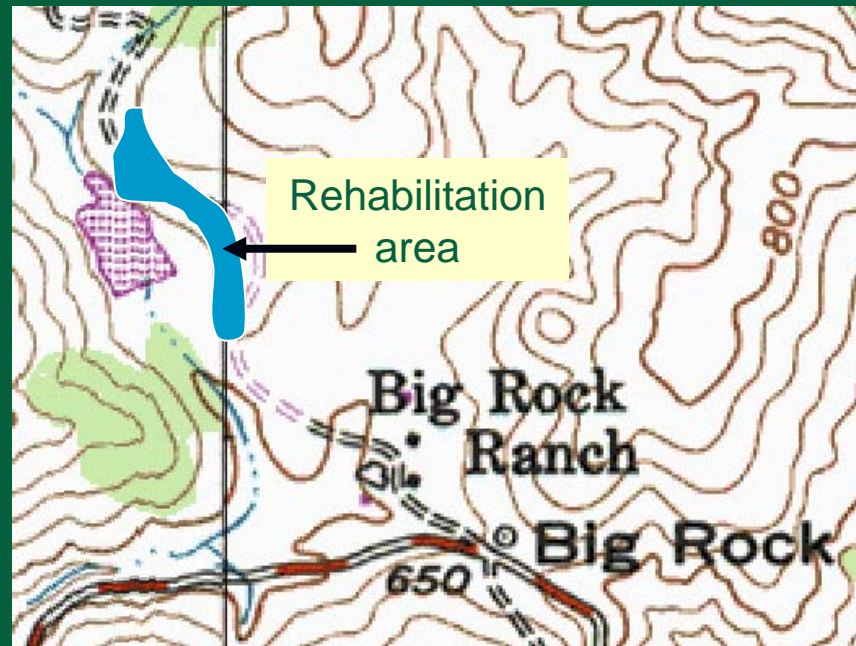
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Application Package

Cost Estimate

- List all "project components".

- Must be consistent with CEQA, Grant Scope, and Site Plan.

- Show "Required Match" amount and source(s).
  - Match amount for HCF is dollar for dollar (50% match).

- Note: there is no minimum or maximum grant request amount.

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Application Package

- Photos of Project Site – should give clear idea of project layout and should match up with Site Plan for Enhancement, Restoration, or Development projects

- Land Ownership –

  - Acquisition Schedule, Parcel Map and Willing Seller Letter

  - Fee title or **other** documentation

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Application Package
Environmental Compliance

CEQA

California Environmental Quality Act

- Must be complete at time of application.

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Application Package

- **Authorizing Resolution:**
Verify the text conforms to the language in the HCF procedural guide.

- **Project Summary:**
Brief, one-page overview of applicant's intentions regarding the project – <u>**not**</u> scored.

- **Proposal:**
15-page limit for proposal; attachments are separate. <u>**This item is scored and resubmittals are not accepted.**</u>

HCF
Application Package
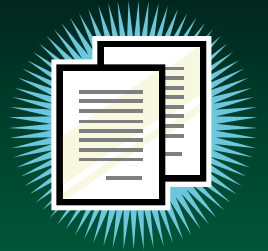
- List of **Other Leases and Agreements** (MOU's, vendor contracts, etc.)

- List of Required Regulatory Permits (e.g., Fish and Game permits, Army Corps of Engineer permits, etc.)

HCF Common Application Errors

- Project proposals not double-spaced.

- Recordation numbers missing on the application form.

- Math errors on cost estimate.

- Forms not signed by the authorized representative.

Suggested Next Steps

- **Read HCF Procedural Guide thoroughly.**

- **Begin forward planning elements as soon as possible.**

- **Contact California State Parks if you have questions.**

  - Your Project Officer – Office of Grants and Local Services (OGALS)
  - OGALS website: www.parks.ca.gov, click on "Grants"

HCF – Lead Contacts

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